14 February 1963

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25X1 MEMORANDUM FOR: Space Requirements SUBJECT 1. Dr. Scoville at his staff meeting on 11 February informed Mr. Cunningham that the Director had agreed to assume the contracting and security responsibilities for the 25X1 2. At Mr. Cunningham's request, a survey was made to determine space requirements to house the additional personnel in the headquarters building. 25X1 required to support the 3. In your memorandum to the Logistics Services Division dated 19 December 1962, DDR 852-62, you requested feet as the total requirement for OSA. Based on our survey, our sq. ft. or sq. ft. over new requirements now totals 25X1 and above that now occupied by OSA. 4. Basically, as you know, all Programs assigned to OSA are of the highest priority, and as I have been led to believe, is in fact, considered even a higher priority 25X1 than that assigned to our other Programs. This being the case, this Office strongly recommends that you appraise Colonel White of this and further inform him that due to the sensitivity of these activities, OSA cannot be located in various offices throughout the headquarters building. In other words, our recommendation would be that OSA be assigned the additional office space in the Sixth C Corridor. 5. Attached is a breakdown of our requirements. 25X1 25X1 Chief, Administrative Division OSA:DD/R: Distribution: OSA Orig & 1 - Addee 1 - ADMIN/OSA 1 - RB/OSA

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